DEPARTMENT OF STATE

Washington, D.C. 20520

DECLASSIFIED

8123265

58 R

CONFIDENTIAL

November 7, 1980

Copies to:
CODE I
CODE IV
TMA
TMB
TMC
S/S-S/SL
S/S-S/JJ
S/S-C
RF
(DTM)

MEMORANDUM TO ALL ASSISTANT SECRETARIES
AND BUREAU DIRECTORS

Subject: List of Issues for Transition Briefing Papers

Each bureau should prepare and submit to S/S-S by COB November 10 a list of foreign policy and national security subjects which it believes the incoming Administration will have to address during the 90 days following January 20, 1981.

The list of subjects should include issues on which decisions will be required because of external events, domestic legislation, or other compelling factors. The list should also include ongoing negotiations. You may also mention issues on which you believe the new Administration should commission studies.

We are interested in identifying subjects which will need attention by the new Secretary and his senior advisors, not all issues which the Department of State will handle during this period. Once we have reviewed the list of subjects, we will share it with the incoming Administration's transition team. Subsequently we will task briefing memoranda on selected subjects and provide instructions on format.

Peter Tarnoff
Executive Secretary

Received in IO and processed through S.A. 11/7/80

Action assigned:

Date due: 11/10

Info copies to: RLM
MHN
MVC
SP
RH

DECLASSIFIED

CONFIDENTIAL
GDS - 11/7/86

DEPARTMENT OF STATE A/CDC/MR
REVIEWED BY [illegible] DATE 6/7/83
XDS ☐ EXT. DATE _____
TS AUTH. _____ REASON(S) _____
ENDORSE EXISTING MARKINGS ☐
DECLASSIFIED ☒ RELEASABLE ☒
RELEASE DENIED ☐
PA or FOI EXEMPTIONS _____

12 made TODAY.

DECLASSIFIED

Category I

-- Identify specific events that will inevitably occur before January 20 in which a government, possibly misunderstanding our election, may make a decision contrary to our established policy. We therefore need to reiterate that policy and, to make it credible, need to associate the President-elect. We would expect very few of these.

Category II

-- Identify important events, meetings, visits that will occur during the transition and which should be signaled to the President-elect. We will want to inform the Reagan team of the positions we plan to take.

Category III

-- Identify foreign policy decisions, distinct from the above, which the President must take or may wish to take during the transition period. Are these decisions required by legislation? decisions based on commitments to other governments?

Namibia -

DECLASSIFIED

Nov. 5, 1980